



# STATE OF CONNECTICUT

## DEPARTMENT OF EDUCATION



### JOB OPPORTUNITY

\*\*\*REANNOUNCED WITH NEW CLOSING DATE\*\*\*

#### TALENT OFFICE BUREAU OF EDUCATOR STANDARDS AND CERTIFICATION

#### ASSOCIATE EDUCATION CONSULTANT EDUCATION CONSULTANT

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS ON THE LAST PAGE

**Open to:** The Public

**Location:** 165 Capitol Avenue, Hartford, CT 06106

**Hours:** 8:30 a.m. – 4:30 p.m.

**Job Posting#:** 59970/802

**Salary Range:** Associate Education Consultant - \$84,350 - \$108,409\*  
Education Consultant - \$91,469 - \$116,854\*

**Closing Date:** October 23, 2013

\* New hires to state employment start at the minimum of the above salary range.

The Connecticut State Department of Education is currently recruiting for an Associate Education Consultant or Education Consultant position within the Bureau of Educator Standards and Certification. *The selected candidate's credentials will determine the job classification.*

#### GENERAL STATEMENT OF DUTIES:

A program evaluation, measurement, and assessment expert is sought to work with a team of professionals developing accountability measures for educator preparation program approval. Key responsibilities will include the development of quantitative and qualitative outcome measures, including performance-based assessments and feedback surveys, and the establishment and management of key databases for annual reporting purposes.

#### EXAMPLE OF DUTIES:

- Develop valid and reliable outcomes-based measures for educator preparation programs based on national and state student and educator standards, including performance-based assessments. Design and administer feedback surveys for evaluating teacher and administrator performance and impact.
- Collaborate with Information Technology staff to develop systems for analyzing, monitoring, and reporting accountability measures, including recruitment, preparation, and employment retention data for educator preparation programs.
- Develop annual reports related to educator preparation program evaluation and program effectiveness.
- Provide technical assistance related to the reliability and validity of the new state teacher and administrator evaluation system.
- Assist evaluation teams in the review of new and continuing educator preparation program approval.

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- Perform other duties and special assignments as requested by the Bureau Chief or Interim Chief Talent Officer.

## **QUALIFICATIONS**

### **Knowledge, Skill and Ability:**

Candidates should have expertise in the areas of program evaluation; qualitative and quantitative data analyses and research methodologies; measurement, including performance-based assessment; database design and management; the ability to facilitate and contribute to small group meetings and individual discussions through interpersonal skills and professional knowledge; and ability to develop and maintain cooperative working relationships.

### **Minimum Experience and Training Required:**

Education Consultant: An earned advanced degree and eight (8) years of relevant professional experience or in lieu thereof, an equivalent combination of experience and training as approved by the appointing authority.

Associate Education Consultant: An earned advanced degree and five (5) years of relevant professional experience or in lieu thereof, an equivalent combination of experience and training as approved by the appointing authority.

### **Preferred Experience and Training:**

An advanced degree in the field of program evaluation and/or applied experimental psychology, measurement, and assessment. Expertise in the development and validation of evaluation measures. Demonstrated skills in oral and written communication, decision-making, and delivering presentations. Ability to work collaboratively and cooperatively with internal colleagues and external stakeholders.

## **APPLICATION PROCEDURE:**

Interested candidates should reference announcement #802, submit a letter of application and resume with details of experience and training, three (3) current professional references and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education website at <http://www.sde.ct.gov> to: **Nancy Pugliese, Chief, Bureau of Educator Standards and Certification, State Department of Education, 165 Capitol Avenue, Room 243, Hartford, CT 06106. Tel# (860) 713-6709. All required documents must be received by close of business on the closing date to be considered for interview.**

**NOTE:** If you have applied for the previous position (File #802) that closed on September 3, 2013, your application will also be considered part of this applicant pool and you do not need to reapply.

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, [Levy.Gillespie@ct.gov](mailto:Levy.Gillespie@ct.gov).

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